

BRUNSWICK COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
November 21, 2005
6:30 P.M.

I. Call to Order

II. Invocation/Pledge of Allegiance

III. Adjustments/Approval of Agenda

IV. Public Comments

V. Approval of Consent Agenda

A. Tax Matters

- 1) Monthly Tax Collection Report..... pg. 1-4
- 2) Motor Vehicle Valuation & Levy – July pg. 5-9
- 3) Tax Releases for November 2005 pg. 10-17
- 4) Fire Fee Releases for November 2005..... pg. 18-21

B. Finance pg. 22-48

FY 2004-2005 budget amendments and financial items:

1) Social Services Fund Amendment 4

State Revenue Restricted Increase \$1,605,667

The Social Services Department requested that the appropriation for DSS Assistance be increased due to the authorization of additional State Child Care funding for fiscal year 2006. The total State authorization is \$4,604,862. The original budget was \$2,999,195, resulting in the increase requested of \$1,605,667. There are no additional county funds involved in this amendment.

2) Enterprise Capital Project Fund Amendment 13

Enterprise Capital Reserve Fund Amendment 11

These amendments transfer \$6,522 from the enterprise capital project fund to the enterprise capital reserve fund for future projects. The funds were left over from a closed project and are requested to be restored to the reserve fund for future designation. There are no additional county funds involved in this amendment.

3) School Capital Reserve Fund Amendment 6

Special School Capital Reserve Fund Amendment 4

These amendments appropriate funds received into the fund from sales tax revenue or ad Valorem revenue and investment earnings for future projects to be approved by the Board of Commissioners. These amendments do not authorize the expenditure of any funds. The amendments only record a budget for funds already received. This process will facilitate the tracking reporting of funds available for appropriation. There are no additional county funds involved in this amendment.

4) School Capital Reserve Fund Amendment 4

Funds set aside in the school capital reserve to reimburse the general fund for school COPS debt payments were not transferred to the General Fund in the fiscal years ending June 30, 2004 and 2005. School capital reserve funds operate on an annual basis. In order to reimburse the general fund for amounts due a budget amendment to carryover the appropriation made in the prior years is necessary in this fiscal year. The payments made

on behalf of the schools for COPS debt total \$2,873,843. This amendment will authorize the transfer of that amount from the sales tax funds to replenish the general fund. There are no additional county funds involved in this amendment.

- 5) The County is in the process of implementing a diversified investment program under the guidance of Davenport & Company, LLC. A component of the plan is to establish relationships and accounts with several brokerage firms to conduct the investment transactions in accordance with the county's investment policy. County representatives have met with the firms and recommend that accounts be established with UBS, Zions Bank, Deutsche Bank, BB&T Capital Markets, J.P Morgan, Bank of America, and Citigroup. The firms do not charge a commission or fee to the County. County finance staff will submit requests for bids to the firms when an investment is determined to be needed in the County's portfolio. The firms will submit bids to the County within a timeframe specified. The winning bid will be authorized by the County designee to execute the transaction. It is requested that the Board of Commissioners designate the County Finance Officer and the County Manager as individuals authorized to conduct transactions on behalf of the County. It is requested that the Chairman and Clerk to the Commissioners execute resolutions stating the authority of the Finance Officer and the County Manager.
- 6) General Statute requires that County investments and the idle proceeds from the investments be held with a custodian under a custody agreement as a safekeeping agent. Under the proposed agreement, idle principal and income will be invested in a money market fund and earn interest until reinvested. First Citizens was selected based on both price and the County's current relationship with the firm for debt proceeds accounts. The cost for the safe keeping service is \$300 per month minimum. In addition there is a charge of \$12.50 per transaction for Federal Reserve (U.S. Treasury & U.S. Agencies) and \$25.00 per transaction for non-federal reserve. A wire transfer charge of \$15 will apply for each disbursement made by wire transfer. It is requested that the Board authorize the County Manager to execute the Custody Agreement with First-Citizens Bank & Trust Company. It is also requested that the Board authorize the Chairman and the Clerk to certify a resolution naming the County Manager and the County Finance Officer as the authorized representatives of the County and empower them to execute all Trust Business on behalf of the county.

- C. **Resolution – Transportation Study** pg. 49
Approve a Resolution in support of a Transportation Study.
- D. **Resolution – Progress Energy Expansion** pg. 50
Approve a Resolution in support of Progress Energy Expansion.

VI. Presentation

1. **NC/SC GIS Analyst of the Year Award – (Steve Randone)** pg. 51-52
To recognize Lucinda Hendricks for receiving the NC / SC GIS Analyst of the Year Award.

VII. Public Hearing

1. **GIS – Proposed Street Name – Powerhouse Drive SE – (Jan Clemmons)** pg. 53-57
To receive Public Comments relating to the proposed street name, Powerhouse Drive SE.

VIII. Administrative Report

1. **GIS – Proposed Street Name – (Jan Clemmons)** pg. 58-62
Staff recommends that the Board of Commissioners approve Second Reading and adoption of the proposed street name, Powerhouse Drive SE.
2. **M.I.S. – Position Change – (Steve Randone)** pg. 63-64
Staff recommends that the Board of Commissioners approve changing the Contract Senior Programmer Position to full-time County Position.

3.	Blue Cross Blue Shield of NC Medicare Supplement – (<i>Starie Grissett</i>)	pg. 65-82
	Staff recommends that the Board of Commissioners approve the Blue Cross Blue Shield of NC Medicare Prescription Drug Plan for retirees age 65 and above (Plan J).	
4.	Brunswick County Complex/BCC Wastewater Contracts – (<i>Marty Lawing</i>)	pg. 83-84
	Staff recommends that the Board of Commissioners approve the construction contract for improvements to the Brunswick County Complex/Brunswick Community College Wastewater Collection System.	
IX.	Board Appointments	pg. 85-86
1.	Brunswick County Tourism Development Authority – (1 appointment)	
X.	County Attorney’s Report	
1.	Deed of Dedication and Affidavit – Waterlines at Sea View	pg. 87-94
	To accept into the system	
2.	Closed Session	
XI.	Other Business/Informal Discussion	
XII.	Adjournment	